

**CITY OF MISHAWAKA, BOARD OF PARKS & RECREATION
MINUTES OF THE MEETING**

DATE: August 9, 2010

TIME: 4:40 p.m.

PLACE: Battell Community Center, Community Room

PRESENT: Reg Wagle, Carolyn Teeter, Bob Shriner, Mike Bergin, and Ellen West

ALSO PRESENT: Michael Faulkner, Carmen Maes, Joe VanNevel, George Fowler, Richard Frye, and Robert C. Beutter

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Board President, Mr. Wagle, called the regularly scheduled meeting to order at 4:40 p.m. The Pledge of Allegiance was recited followed by Mr. Wagle calling for a motion to approve the minutes of the July 12, and July 26, 2010, regularly scheduled Park Board meetings. Mrs. Teeter moved to approve the minutes as submitted and Mr. Bergin seconded it. The motion carried unanimously.

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OLD BUSINESS:

None at this time.

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NEW BUSINESS:

Mr. Faulkner briefly described the concept for new sign marquee design for the Department and Battell Community Center. The new sign would replace the existing one. Mr. Faulkner indicated the new sign would offer a huge improvement in providing community with upcoming events and updates. The City Planning Department is assisting by working within the sign ordinance and the design submitted to the Board was prepared by U.S. Signcrafters. TIF funds will be used to build the sign at approximately \$25-\$30,000. Mrs. Teeter moved to approve the sign concept and Mr. Shriner seconded the motion. The motion carried unanimously.

Mr. Faulkner presented the Board with a conceptual drawing entitled Hillis Hans Park Improvements. The conceptual design was provided by Mr. Ken Prince, City Planner for Mishawaka. The improvements will include a rentable pavilion for approximately 30 people; accessible walking paths in three locations; play amenities, dusk to dawn lighting, and landscaping using existing and new plantings. Mrs. Teeter moved to approve the concept and Mr. Bergin seconded the motion. The motion carried unanimously.

Mr. Faulkner submitted a conceptual idea from the Planning Department for a "Proposed Margaret H. Prickett Marina Park Off-Leash Dog Run". The concept follows kennel club guidelines, is handicap accessible, would include a five foot chain link fence, posted rules and regulations, additional parking up to 10 spaces. The funding would be through capital improvements expense lines. Mr. Bergin moved to approve the concept and Mr. Shriner seconded it. The motion carried unanimously.

Mr. Faulkner requested the Board approve an item declared for surplus. The item was a Savin 9935DPE copier purchased for Battell Center in April, 2001. The value of the copier is \$0. Mrs. Teeter moved to declare the item as surplus with no value and Mrs. West seconded the motion. The motion carried unanimously.

Mr. Kevin Rigdon requested a refund for cancellation of the use of Robert C. Beutter Riverfront Park citing family illnesses. The request was tabled by the Board for staff to obtain more detailed

information. (Note: The day after this meeting Mr. Rigdon sent an email withdrawing his request for a refund. The matter was therefore not placed on a future agenda.)

Mr. Faulkner requested payment approval of claims for the Parks & Recreation Department as listed below:

1000321	\$336
1000332	\$494.50
1000335	\$468.50
1000333	\$44,257.97

Mrs. Teeter moved to approve the claim dockets as presented. Mr. Shriner seconded Mrs. Teeter's motion. The motion carried unanimously.

Battell Center donations for the month of July totaled \$90.46. Mrs. Teeter moved to approve the donations as presented and Mrs. West seconded the motion. The motion carried unanimously.

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Monthly Departmental Reports

Mr. Faulkner updated to Board a several matters: budget planning had been post-poned; ActiveNet was up and running accommodating customers with online registration capabilities; elementary athletics has received partnership support from St. Joseph Regional Medical Center and Memorial Hospital of South Bend; the "Let's Move Mishawaka" initiative adopted from the leadership of First Lady Obama's Let's Move Cities and Towns, is underway to help promote a healthier lifestyle and fight child obesity. The University of Notre Dame has provided funding up to \$16,000 for this initiative. New classes focusing on families, K-6 students, and community will be forthcoming. September 25 will see a health fair at Beutter Park from 8 Am until Noon to help kick off the initiative.

Mrs. Maes provided the Board with recreational activities for July. She included information on the concert series' and special events; stats for both youth tackle football (A, B, 2nd grade leagues) and flag football, ending dates for summer softball and starting dates for fall softball, and the upcoming new Challenger British Soccer Camp scheduled for August.

Mr. Frye discussed the statistics for the course in comparison to 2009. Revenue is up approximately \$42,000. July weather provided either severe storms or above 90 temperatures which caused events to be canceled and resulted in loss of rounds played. Seasonal helpers will be leaving soon when school starts and the days will be growing shorter, but Mr. Frye stated that "we will manage".

Mr. Fowler submitted his report for the golf course maintenance division for the month of July. He discussed the items on the report, but highlighted the weather factor of severe storms and nearly 11 days over 89 degrees. Mr. Fowler also indicated that IDEM conducted a facility audit and that the drainage project would be starting soon.

Mr. VanNevel reported the July highlights for Merrifield Complex. He indicated that attendance was up dramatically from 2009, that neither facility had any major issues, and that swim lessons would be finishing up on the 30th of the month. He also indicated in closing that revenue was good for the month.

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Mr. Wagle then called for additional questions and/or comments from any others present at the Board meeting. As there were no further questions or comments to be made, Mrs. Teeter moved to adjourn the meeting and Mr. Bergin seconded the motion. The motion carried unanimously.

Meeting was adjourned at 5:35 p.m.

Submitted for Approval to the Board

Michelle L. Wertz,
Office Manager, Parks & Recreation

Approved: _____
Carolyn Teeter, Board Secretary